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# JUDICIAL

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# MAGISTRATE

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## MISSION STATEMENT

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To provide services to the Norfolk Police Department and ensure that the citizens of Norfolk, who are affected by judicial processes, are provided with an independent, accessible and responsible forum for the resolution of disputes to preserve the rule of law while protecting their rights and liberties.

## DEPARTMENT OVERVIEW

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The Norfolk Magistrate's Office maintains a twenty-four hour a day; seven day a week schedule that utilizes three shifts. Magistrates are responsible for conducting probable cause hearings and then issuing felony and misdemeanor criminal warrants. In addition, they are responsible for conducting bond hearings, setting bonds, approving search warrants, temporary detention orders and resolving criminal complaints from citizens. They also can accept cash bonds and receive certain types of prepayments for the fines and costs associated with some minor criminal and traffic offenses.

## BUDGET HIGHLIGHTS

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The Magistrate Department's FY2005 Operating Budget of \$76,200 represents an increase of \$2,300 from FY2004 to FY2005. This is due to additional personnel expenses resulting from an increase in the Magistrates' state salary upon which their 5% City supplement is based, and the application of FICA to the supplemental amounts.

## PRIOR YEAR ACCOMPLISHMENTS

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The Office of the Magistrate continues to process an increased number of transactions per calendar year while maintaining optimum service levels and departmental efficiency. In FY2003 the Norfolk Magistrates referred 243 detainees to the Pre-Trial Release Program (an alternative to housing jail inmates) which provided \$156, 184.91 in cost savings to the City. In addition, the Norfolk Magistrate's Office assumes the responsibility of checking local and national criminal records for each person that appears before the Office of the Magistrate which saves the Norfolk Police Department substantial man-hours. Technologically, the video conferencing capabilities of the Office of the Magistrate, facilitates police operations during probable cause hearings.

## Expenditure Summary

	<b>FY2002 ACTUAL</b>	<b>FY2003 ACTUAL</b>	<b>FY2004 APPROVED</b>	<b>FY2005 ADOPTED</b>
Personnel Services	22,298	22,943	29,600	31,900
Materials, Supplies and Repairs	6,578	8,070	9,200	9,200
General Operations and Fixed Costs	32,956	32,639	35,100	35,100
Equipment	-	-	-	-
All- Purpose Appropriations	-	-	-	-
<b>TOTAL</b>	<b>61,832</b>	<b>63,652</b>	<b>73,900</b>	<b>76,200</b>

## Programs & Services

	<b>FY2003 ACTUAL</b>	<b>FY2004 APPROVED</b>	<b>FY2005 ADOPTED</b>	<b>FULL-TIME POSITIONS</b>
<b>MAGISTRATE</b>	<b>63,652</b>	<b>73,900</b>	<b>76,200</b>	<b>0</b>
Responsible for issuance of criminal arrest warrants, summonses, setting bond amounts and conditions, issuing temporary mental committal orders, committals to and release from jail, accepting pleas of guilty to some minor criminal and traffic offenses and prepayment of their fines and costs.				
<b>TOTAL</b>	<b>63,652</b>	<b>73,900</b>	<b>76,200</b>	<b>0</b>